



STONINGTON COVID RESPONSE GRANTS

Supporting our community partners.

This program is funded through the Town of Stonington's ARPA allocation and made possible thanks to a partnership with the Ocean Community Chamber of Commerce.

For more information contact:
info@oceanchamber.org or 401-596-7761

OUR PROGRAM

Stonington is delighted to have the opportunity to partner with the Ocean Community Chamber of Commerce to offer this grant opportunity. The grant offers a chance for a one-time allocation of funds to help small businesses and nonprofits in our community. The program is funded with \$62,000 of the Town of Stonington's American Rescue Plan Act (ARPA) allocation of funds and is intended to support investments that help our local economy continue to address Covid-19 impact and recovery.

WHO IS ELIGIBLE?

Applications will be considered for privately held businesses and nonprofit organizations located, registered, and licensed (if applicable) to operate in the Town of Stonington. Those established after October 1, 2021 are not eligible. Membership in any chamber of commerce is not a requirement.

Applicants with local, State, or Federal tax delinquencies, other delinquent fees, or open regulatory violations will not be considered.

Applicants must have tangible assets between \$5,000 and one million, not including real estate.

Any entity that receives this grant is ineligible to also receive an individual COVID Arts grant coordinated by the Cultural Coalition of Eastern CT or the COVID Small Business Grant provided by the Stonington Borough government administered by the Ocean Community Chamber of Commerce; however, collaborative grant applications may still be considered.

WHAT REQUESTS ARE ELIGIBLE?

Projects that include physical improvements to property are eligible for these funds, or COVID related expenses. Examples of possible requests are:

Grant Requests

- Façade (awnings, windows, doors and exterior paint) or signage improvements.
- Equipment and supplies to help extend the outdoor season, such as Fire Marshall approved dining igloos, tents, or heat lamps.
- Patios, or other hardscape or landscape improvements to expand outdoor commerce areas.
- Building renovations to improve universal accessibility or meet FEMA flood requirements.
- Stormwater system improvements, especially those that reduce connected impervious areas and implement Low Impact Development design.

COVID-related reimbursement requests (Timeframe: March 3 2021- March 1 2022).

- PPE, cleaning supplies or workplace improvements directly related to mitigating the spread of Covid-19. Proof of purchase will be required (i.e., original receipts, copies of canceled checks or the like).
- Loss of income due to business closure directly related to COVID. Receipt history showing negative trend and proof of business closure will be required.

Incomplete grant applications will not be considered. Projects are required to meet all zoning, wetlands, and land use regulations and plans. Projects should be able to be completed within 6 months of the grant award, or the funds could be rescinded and re-deployed.

HOW MUCH FUNDING IS AVAILABLE?

Grant amounts are capped at \$10,000 and require a 100% match. The total grant amount potentially awarded will ultimately be up to the Oversight Panel (see more below). If you are putting forward a \$8,000 project, the grant would provide \$4,000 and you will be required to explain the source of the grantees matching funds.

COVID-related reimbursement requests (i.e., closures or PPE) will be capped at \$2,500. No matching dollars are required for these reimbursements.

If there is significant over subscription of grant funds requested, the Panel could recommend funding less than the amount requested. If the grants are undersubscribed, and we have funding for a second round, entities are able to apply again for a new project; however, the \$10,000 total cap remains.

HOW TO APPLY

Application forms (see below) will be available on both the Town of Stonington website, as well as the Ocean Community Chamber of Commerce starting **March 17, 2022**. Pre-application questions ahead of submitting can be directed to the Ocean Community Chamber. The deadline for the first round of funding will be **March 31, 2022**.

REVIEW PROCESS AND TIMELINE

The Ocean Community Chamber of Commerce has established an Administrative Oversight Panel, which will review and recommend grant awards. The members of the panel will be publicly disclosed, and all applications will be reviewed together. The first cycle of applications will be reviewed on **April 7th**. Following the review, all applicants will be notified of their grant status by **April 11, 2022**. If all of the funds are not committed in Cycle 1, there could be a second cycle with a deadline of **May 1 2022**. Please remember there are limited funds and no further funding is available for this one time, ARPA-funded program. It is our goal to get funds dispersed as soon as possible and all grant funds must be expended no later than December 31, 2023. If the program is oversubscribed with requests, priority will be given to those businesses or nonprofits that did not previously receive CARES Small Business Assistance, as well as to minority, women or veteran owned businesses.

BEFORE WORK COMMENCES

You will be required to submit your final, confirmed plans for any physical work being done as part of the grant. This will include a review to confirm that all contractors and subcontractors are licensed and there no outstanding local, State or Federal violations or delinquencies for any taxes or related fees.

HOW FUNDS ARE DISPERSED

Funds will be distributed as a reimbursement. Please note, there will be reporting requirements related to this grant. Awardees will be contacted with a request to fill out federal reporting requirements.

Complete requests for reimbursement will be evaluated and paid within 30 days of receipt. The following documentation is required with the reimbursement request:

- Reimbursement Application Form, which will require verification the work has been completed.
- Documentation, in the form of paid invoices, that all contractors and subcontractors have been paid in full.
- Documentation that all required permits were fulfilled.
- An OCCC representative will conduct a site visit to document the work that has been completed, if a physical improvement grant.

HOW WE CELEBRATE SUCCESS

Awardees will be recognized via press release, social media, and both Ocean Community Chamber of Commerce and Town of Stonington websites.

Stonington COVID-19 Response Grant Applicant

Name of Business/Organization (including DBA) _____

Date business established _____

Physical Location _____

Primary Contact _____ **Phone** _____

Email _____ **Alt. Phone** _____

Business/Organization Type

_____ **Sole Proprietorship**

_____ **Partnership**

_____ **C Corporation**

_____ **S Corporation**

_____ **Limited Liability Company (LLC)**

_____ **Nonprofit Corporation 501c3**

If applicable, please provide:

Duns # _____ **Sam #** _____ **Federal Tax ID #** _____

Is the business woman owned? _____ **Minority owned?** _____ **Veteran owned?** _____

Is the property where the business operates leased or owned?

Owned_____ Leased_____ Name of lessor, address, email

Does the business have a valid business license in the town of Stonington?

Yes_____ No_____

Was the business current on its payroll and property taxes as of February 1, 2022?

Yes_____ No_____

Does the company have any outstanding judgments, pending or threatened law suit claims, pending bankruptcy proceedings, or pending criminal proceedings? No_____

Yes_____ If yes, please explain:

Has your company received any citation, notice of failure to adhere to COVID-related rules, laws or business operations/postings from the Dept. of Bus. Regulation or closure of operations from Town/Health Authority? Yes_____ No_____

Explain:_____

How many employees were on the payroll as of February 1, 2020? FT___ PT___

How many employees are on the payroll as of February 1, 2022? FT___PT___

Indicate which Covid-19 related loans or grants that your business has applied for and/or received (include amount), including, but not limited to Payroll Protection Program, EIDL, etc. and SBA Economic Injury Disaster Loan. If applicable, any dates of closure incurred due to the pandemic since May 2021:

What amount is being requested? _____

Please provide a breakdown of how these costs will be allocated. Attach a minimum of one quote for any proposed project. We recommend, but cannot require, that Stonington contractors are utilized.

Please outline in what dynamic way the funds are intended to be used to add value, quality, or attraction to your business or nonprofit. (250 word maximum)

Please provide a written statement that will identify how the COVID-19 public health emergency negatively impacted your organization/business and an explanation as to how the grant award would address these areas of impact. (250 word maximum)

Please provide evidence that the business/organization is in good standing with the Connecticut Secretary of the State's Office and any current business licenses. Please include your most recent tax return. Please know that the Town of Stonington will check that there are no delinquent payments due to the Town (i.e., local taxes, WPCA charges, trash collection charges, etc.).

Important Details: Grant Monies are taxable income. Any false aspect of this application will void the entire application. If awarded a grant, you will be required to submit additional documentation. If not awarded a grant, the Town of Stonington and OCCC are under no obligation to explain its decision. Eligible expenditures for grant money are limited to those outlined in this grant application.

I certify that the facts and representations set forth in this grant application are true and correct under the penalties of perjury. I hereby grant permission for the Ocean Community Chamber of Commerce to verify the information associated with my grant. I understand that I will be expected to fund 50% of any project put forward.

Your signature below confirms understanding of these disclaimers.

Signature _____ Date _____

**Email completed application to info@oceanchamber.org by March 31, 2022
or mail/drop off the application to:**

**Ocean Community Chamber of Commerce, 1 Chamber Way, Westerly, RI 02891; or
Stonington Town Hall, 152 Elm Street, Stonington, CT 06378**

